

## COUNCIL

### MINUTES OF THE MEETING

held on **Wednesday 11 July 2018** at **7.45pm** in the Parish Office

#### **Present:**

Councillors Ms Dulieu (Chair), Mrs Barnard, Ms Gierth, Ms Gill, Fitzwilliams, Harrison, Jones, Strudley, Thorin, Towle and Wilson  
*Cllr Dr Barnard joined the meeting part way through.*

#### **In attendance:**

Jason Mawer - Parish Clerk

#### **523. Apologies for absence**

No apologies for absence were received.

#### **524. Declarations of interest and dispensations**

Cllr Ms Dulieu declared an interest as the Chairman's Allowance was for payment in item 534 accounts for payment.

#### **525. Minutes of the meeting of 6 June 2018**

The minutes of the meeting held on 6 June 2018 were circulated to members ahead of the meeting. The minutes were proposed by Cllr Ms Thorin, seconded by Cllr Ms Gierth and APPROVED by members present.

#### **526. Matters arising from the previous meeting**

The Clerk advised members that the Governance Working Group were meeting in the following week.

#### **527. Finance & General Purposes Committee**

- a. to receive an update from the Cllr Wilson on the Finance & General Purposes Committee*

Cllr Wilson updated members on the recent Finance & General Purposes Committee meeting where members reviewed the financial report and received answers to questions from the Clerk.

- b. to note the minutes of the Finance & General Purposes Committee meeting of 26 June 2018*

The minutes of the meetings of 26 June 2018 were unavailable and would be noted at a future meeting.

- c. *to note the financial report to the end of May 2018.*

The financial report to the end of May 2018 was noted by members.

## **528. Illegal Encampment Arrangements**

A paper on arrangements for dealing with illegal encampments on council land was circulated to members ahead of the meeting. The costs associated with dealing with incursions could exceed the current financial expenditure limits as laid out in the councils Financial Regulations so required a change.

Members were asked to approve the arrangements, which are based upon those used by the other towns and parishes in Bracknell Forest, and to make the following update to item 4.5 of the Financial Regulations.

*“In cases of an illegal encampment or other extreme risk to the delivery of council services, the clerk may authorise revenue expenditure on behalf of the council which in the clerk’s judgement it is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £1,500. In the instance of an illegal encampment the limit of £6,000 shall apply for the eviction and £2,500 for repairs and clearance work. The Clerk shall report such action to the chairman of the Council and Finance & General Purposes Committee as soon as possible and to the council as soon as practicable thereafter.”*

Members discussed the prevention arrangements and asked the Clerk about checks. The Clerk advised that as well as an annual inspection of the site for vulnerabilities, sites would be monitored throughout the year and action taken as required to ensure security. It was confirmed by the Clerk that the arrangements applied only to council owned sites and not amenity land owned or managed by others.

It was proposed by Cllr Fitzwilliams, seconded by Cllr Jones and RESOLVED by members present to approve the arrangements for dealing with illegal encampments and to make the change to paragraph 4.5 of the Financial Regulations.

## **529. Planning & Transport Committee**

- a. *To receive an update from Cllr Jones from the Planning & Transport Committee*

Members were updated by Cllr Jones on the recent Planning & Transport Committee. The committee had recommended refusal of an application for 7 dwellings at Breadcroft Cottages, Cocks Lane and for advertising by Berkeley Homes on amenity land near the Three Legged Cross.

Ahead of the meeting members met with representatives of Barton Wilmore and landowners of the central area of area 1 who presented their initial proposals for the site ahead of a public consultation.

The committee are working on submissions for the buildings of value list being compiled by Bracknell Forest Council

*b. to note the minutes of the Planning & Transport Committee*

The minutes of the Planning Committee meeting held on 31 May 2018 and 21 June 2018 were noted.

*Cllr Dr Barnard joined the meeting*

**530. Neighbourhood Plan**

Members considered the submission version of the Neighbourhood Plan. While the plan was now complete, the Clerk advised members that a recent e-mail from Bracknell Forest Council regarding the implications of the Wealden case could affect the plan, particularly if an air quality assessment was required to be submitted. The view of O'Neill Homer, consultants to the parish, was that this was not necessary.

As members had further questions, the Clerk would get further clarification, therefore it was agreed to defer the final approval of the plan to another date.

**531. Updates from Committees**

Members were updated on the Facilities Committee of 19 June. There has been an issue with receiving payments from the letting agent for the Cottage at the Brownlow Hall, the Clerk was following up on this. Members received an update on pre-school provision arrangements for the Autumn term at both venues.

Members asked the Clerk about access to the SANG at Frost Folly and if a gate was being installed. The Clerk would follow up on this with Harrow Estates. It was also reported that there were issues with the new car park surface following the recent hot weather.

The Clerk updated members at the meeting that the multi-unit deck at the Memorial Ground required replacement. Members considered the two options developed by the councils play area inspectors. It was proposed by Cllr Dr Barnard, seconded by Cllr Strudley and RESOLVED by members present to approve the installation of the EkoGrip decks at a cost of £3,664.50 + VAT.

**532. Asset Transfer update**

The Clerk updated members on the latest on potential asset transfers. The deadline set by the towns and parishes of 1<sup>st</sup> September would not be met for transfer from April 2019. Members asked the Clerk to continue discussion with BFC Officers to deal with the issues arising.

### 533. Standing reports

- a. *to receive an update from the Community Facility Working Group*

Members were updated on progress with the project and that work was continuing to establish the design and cost of the project.

- b. *to receive an update on Jealotts Hill Community Landshare*

The AGM for the project would be taking place on Wednesday 12 September.

- c. *to receive an update on youth provision*

There was no update this month.

### 534. Accounts for Payment

It was proposed by Cllr Dr Barnard, seconded by Cllr Harrison and RESOLVED by members present to approve the following accounts for payment:

#### **Cheque Payments**

4448	Daniel Bishop	expenses and float	invoice total	£242.97
4449	Colleen Dulieu	chairmans allowance and expenses		£280.47
4450	Stevens Cleaning Services	office cleaning		£52.00
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				£575.44

### 535. Representatives Reports

Cllr Dr Barnard updated members on visitors to the town centre who now exceeded 10million. Work was continuing on Kings Academy in Binfield which is due to open in September. BFC had recently agreed to restructure the various departments into two directorates, People and Resources.

Cllr Wilson advised members of the chairmanship training that he and other committee chairs had attended.

Cllr Ms Thorin advised members that Speedwatch training had taken place with volunteers in Hayley Green.

Cllr Fitzwilliams asked about the transfer for the allotments. The Clerk advised that the agreement was due at any time.

Cllr Ms Dulieu thanked members who assisted at the Fete and the Cycle Ride and reminded members of the Summer of Fun event on 27 July.

**536. Clerks Report**

The Clerk presented his report which was noted by members.

**537. To confirm the date of the next meeting**

The next meeting of the council will take place at 7.45pm on Wednesday 5 September 2018.

**538. Closure of the meeting**

There being no further business the meeting was closed at 10.00 pm